

## **HABILITATION, COMMUNICATION**

### **Service Description**

**HP16-00**

Services provide a variety of interventions designed to maximize the functioning of persons with developmental disabilities. Services may include, but are not limited to: habilitative therapies, special developmental skills, behavior intervention and sensorimotor development.

This service provides a variety of interventions designed to maximize the functioning of consumers in need of communication assistance based on habilitation objectives/outcomes designed by the Individual Support Plan (ISP) team. Interventions may include activities typically delivered by habilitation, support, but are not limited to those activities. The emphasis is to provide communication development of teaching strategies by an individual trained in sign language, picture exchange program, assistive technology and/or augmentative communication systems and to assist caregivers to acquire skills to improve the consumer's communication.

### **Service Requirements and Limitations**

1. This service may be provided in the following settings:
  - 1.1 The consumer's home, or
  - 1.2 The consumer's community.
2. This service shall not be provided while the consumer is attending day treatment and training.
3. This service shall not be provided when the consumer is hospitalized.
4. This service shall not be provided to consumers living in group homes, developmental homes, skilled nursing facilities, ICFs/MR, or Level I or Level II behavioral health facilities.
5. This service does not include services that are governed by a certification or licensure board.
6. This service shall not be provided to consumers zero (0) to three (3) years of age.

### **Service Goals and Objectives**

#### Service Goals

1. To facilitate the removal of barriers related to social interaction and independent functioning through increasing communication.

2. To enable the consumer to acquire knowledge and skills and be a valued member of his/her community based on his/her own choices.

### Service Objectives

The Qualified Vendor shall ensure that the following objectives/outcomes are met:

1. Review assessments of the consumer's communication strengths and needs concentrating on the concerns identified by the ISP.
2. In accordance with the consumer's ISP processes, develop an individualized communication support plan that recognizes the consumer's communication needs, including:
  - 2.1 Establish individualized, time-limited training objectives/functional outcomes that are based on assessment data and input from the consumer's representatives to allow the consumer to achieve his/her long-term vision.
  - 2.2 Based upon identified needs in the ISP, consult with other team professionals regarding communication needs.
  - 2.3 Develop strategies for habilitation objectives/outcomes within ten (10) business days following the initiation of service. The specific training strategy for each objective/outcome shall identify the schedule for implementation, frequency of services, data collection methods, and teaching strategies. Strategies shall include activities that are more repetitive, mechanical, or routine.
  - 2.4 Based upon the presence or absence of measurable progress, make changes to specific training objective/outcome(s) and/or strategies, as agreed upon by the ISP team.
3. The plan for this service includes:
  - 3.1 Criteria for reassessment;
  - 3.2 Criteria for fading as appropriate; and
  - 3.3 The development of communication techniques and skills; implementation of strategies proven to be effective for the consumer; and establishing and strengthening caregivers' skills.
4. At least one (1) direct observation for each new direct care staff is made by the Qualified Vendor within the first 90 (ninety) days of their hire date when the direct care staff is present.
5. Each direct care staff implements the ISP and applicable behavioral plan for the

consumer and follows the protocols for handling and reporting incidents to the Division.

6. As identified in the consumer's ISP, provide training and/or assistance to the consumer's family and caregivers that is based on the priorities and needs as established to increase and/or maintain targeted communication skill acquisition of the consumer.
  - 6.1 With input from the consumer and family/caregivers, develop strategies for habilitation objectives/outcomes that can be carried out in context of the consumer's daily routine.
  - 6.2 Communicate with the family/caregivers regarding how the support plans are working when the worker is not present.
  - 6.3 Based upon the presence or absence of measurable progress, consult with appropriate professionals on the team to make changes to training objective/outcome(s) and/or strategies, as agreed upon by the ISP team.

### **Service Utilization Information**

1. The ISP team shall decide, prior to the delivery of services, how service delivery will be monitored.
2. Typical usage:
  - 2.1. For consumers three (3) to ten (10) years of age: two (2) hours per week. Service sessions shall not exceed one (1) hour per session. Maximum authorized usage shall not exceed 24 (twenty-four) months.
  - 2.2. For consumers over ten (10) years of age: up to one (1) hour per week. Maximum authorized usage shall not exceed 12 (twelve) months.
  - 2.3. Any exception to the above outlined usage must be approved by the District Program Manager/designee.
  - 2.4. When identified by the ISP team as an appropriate strategy the consumer may be seen in a joint session with other professionals.
3. This service is to be identified by the ISP team separately from other habilitation service needs and is expected to provide intensive services to increase and/or maintain targeted communication skills of the consumer.

### **Rate Basis**

Published. The published rate is based on one (1) hour of direct service.

Throughout the term of the contract, the appropriate billing codes, billing units, and associated billing rules are subject to change. All billing codes and billing units, and associated billing rules will be included in the Division's Policies and Procedures Manual, Billing Manual, RateBook, and/or other provider resources made available by the Division.

### **Direct Service Staff Qualifications**

Direct service staff must:

1. Have an Associates degree in a related field and/or Assistive Technology Certification and/or Teacher's Aide Certification with two (2) years of experience in communication related activities such as sign language, assistive technology, augmentative communication with knowledge of behavior management and/or adaptive activities; five (5) years of experience as described above can be substituted for degree/certification certificate.
2. A Bachelors degree in education or therapy related field with specialty training in sign language, assistive technology, augmentative communication with knowledge of behavior management and/or adaptive activities; or
3. A Masters degree in education or therapy or related field with specialty training in sign language, assistive technology, augmentative communication with knowledge of behavior management and/or adaptive activities.

### **Recordkeeping and Reporting Requirements**

1. The Qualified Vendor shall submit the support plan to the support coordinator ten (10) business days after the initiation of service for ISP team review.
2. The Qualified Vendor shall submit quarterly progress reports, including a written summary describing the specific service activities and the performance data that identifies the consumer's progress toward achievement of the established objectives/outcomes, within thirty (30) days after the close of the quarter to the consumer's support coordinator and the consumer/family/consumer's representative.
3. The Qualified Vendor must maintain on file proof of hours worked by their direct service staff, e.g., staff time sheets. Each timesheet or equivalent document must be signed by the consumer/family/consumer's representative as verification of hours served.
4. The Qualified Vendor shall maintain data that demonstrates full compliance with all programmatic and contractual requirements of the Department and the Division.